

**VILLAGE OF NORTHFIELD  
BOARD OF TRUSTEES  
Minutes of September 26, 2006**

- I. **ROLL CALL:** Chair Richard Suitor, Trustees Samantha Baraw, Libby Hambleton, Thomas McCarney, and Jim Wilson. Also present were Village Manager Nanci Allard, Walter Hipp (engineer), Chuck Underhill (VPPSA), and Mary Mills (VPPSA).

Chair Suitor called the meeting to order at 7:42 p.m. (at the conclusion of a Special Village Meeting).

- II. **PUBLIC PARTICIPATION (Scheduled):** None.

III. **ACTION ITEMS**

a. **Approval of Minutes**

1. **September 12, 2006 (Regular Meeting).** Motion by Trustee Wilson, seconded by Trustee Hambleton, to approve the minutes. **Motion passed 5-0-0.**

b. **Approval of Bills**

1. **Warrant #07-07.** Motion by Trustee McCarney, seconded by Trustee Wilson, to approve Warrant #07-07 in the amount of \$52,780.24. **Motion passed 4-1-0, with Trustee McCarney voting in opposition.**

- c. **Village Tax Rate.** Motion by Trustee McCarney, seconded by Trustee Hambleton, to approve the village tax rate of .3800 with a total village homestead tax rate of \$1.8498. **Motion passed 5-0-0.** Motion by Trustee McCarney, seconded by Trustee Wilson, to approve the village tax rate of \$.3800 for a total of \$2.3402 for non-residents. **Motion passed 4-1-0, with Trustee Hambleton voting in opposition.**

- d. **Sewer Extension Project Proposal (DuBois & King).** Discussion of this item was postponed to a future meeting.

- e. **King Street Substation.** Chuck Underhill and Mary Mills from Vermont Public Power Supply Authority (VPPSA) and Walter Hipp (engineer) were present to discuss this matter. Norwich University (NU) had GMP conduct an engineering study about an electrical upgrade to support their construction. The study recommended that NED replace the King St transformer with a larger one and move the existing King St transformer to the substation that supports the NU campus. The transformer at King Street is almost thirty (30) years old, close to the end of its nominal life, but regular tests show it to be in very good condition. The Public Service Board (PSB) will ultimately have the final say on this. We need to order the transformer soon because it is about a year lead time. The study's recommendations are sound, they are being looked at, and some follow up questions are being asked. King St currently can handle 5 MW, up to 6.25 with fans. The study recommended a 7.5 MW unit that can handle 10.4 MW with fans. The question considered tonight is whether to instead order the next size above 7.5, which handles 10 MW without having to use fans. The big money is in buying the transformer and upgrading. In the case of the transformer we're talking about is about \$150,000. It would cost an additional \$35,000 to go up one size more to increase the capacity. Instead of the 7.5, order the 10. How far will one size upgrade take you, will it take us far enough? Should we purchase a 3<sup>rd</sup> unit? These are all questions that are coming up. We would want at least one substation that can carry the full load. Ideally, we should have two so that can carry the full load. If we stay with the 7.5 size, we will be limited. VPPSA has taken into account the NU upgrade but not any future upgrades.

Mr. Hipp's opinion is that the King Street transformer would be fine to move to NU and reenergize. Northfield is at a point where it can go either way. If you extend the growth rate in Northfield, you are at the top of the self-cooled rating. Everything at NU will be off the NU sub-station with the exception of the new History Museum and Campus Center. Trustee McCarney wants the total cost estimate. We have to consider what is the best solution with the least cost; we will have to justify this to the PSB. We will go through the process and then will be required to come back for a Village vote.

It is the feeling of the Board that we have been talking about the 7.5 and this still seems to be what fits our needs. We are looking at a preliminary design. The next steps are ordering the transformer and looking for a preliminary design. Motion by Trustee Wilson, seconded by Trustee Hambleton, to authorize the Manager to order the 7.5 transformer from ABB (least expensive) and begin the preliminary design. **Motion passed 5-0-0.**

- f. **Inter-Board Communication Guidelines.** If any one has any comments, please forward them to Chair Suitor.

#### IV. REPORTS

a. **Village Manager**

1. **Planning Commission Appointment.** Board of Selectman appointed, with Trustee approval, to fill the vacancy on the Planning Commission. Motion by Trustee McCarney, seconded by Trustee Wilson, to concur with the Selectboard's decision and thank them for including the Trustees in the process. **Motion passed 5-0-0.**

b. **Committee Reports**

1. **Merger Committee.** The minutes of the last meeting (09/18/06) were included in packets. Much time was spent reviewing the proposed town charter. The next meeting will be October 16, 2006 at 5:00 p.m. in the Municipal Building.
2. **Management Committee:** The Committee met last on October 19, 2006. The Committee has reviewed the Draft Personnel Policy, made a few minor changes, and has sent it on to the attorneys for review.

c. **Miscellaneous:**

1. **Trustees Retreat.** The Trustees were asked to keep in mind the retreat and the proposed agenda. It is tentatively set for October 21, 2006 from 8:30 a.m. to 12:00 noon.
2. **EMT Betty Podgwaite.** Ms. Podgwaite passed away last Sunday. She should be honored for her years of service. Funeral services are at 1:00 p.m. on Saturday, September 30, 2006 at Norwich University's Plumley Armory.

V. **PUBLIC PARTICIPATION (Unscheduled): None.**

VI. **ADJOURNMENT:** The Board adjourned without objection.

The Board adjourned at 9:25 p.m.

Respectfully submitted,

*Samantha H. Baraw*

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next scheduled meeting.